

APNE WORK-LIFE BALANCE KO IMPROVE KARNE KE LIYE KUCH **SMART TIPS!**



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01

TIME BLOCKING

Har task ke liye specific time set karein.

Work aur personal life dono ke liye slots banayein



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02

TASK PRIORITISE KAREIN

Roz subah 3 must-do tasks
choose karein.

Inhe pehle tackle karein,
phir baaki kaam.



03

DIGITAL DETOX

Roz 1 ghanta phone aur laptop se door rahein. Family ya hobbies pe focus karein.



04

MICRO-BREAKS LEIN

Har 90 minute mein 5-minute ka break. Stretch karein, paani piyein, ya fresh air lein.



05

LEARN TO SAY "NO"

Har opportunity ya invitation
accept karna zaroori nahi.
Apne limits pehchano.



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06

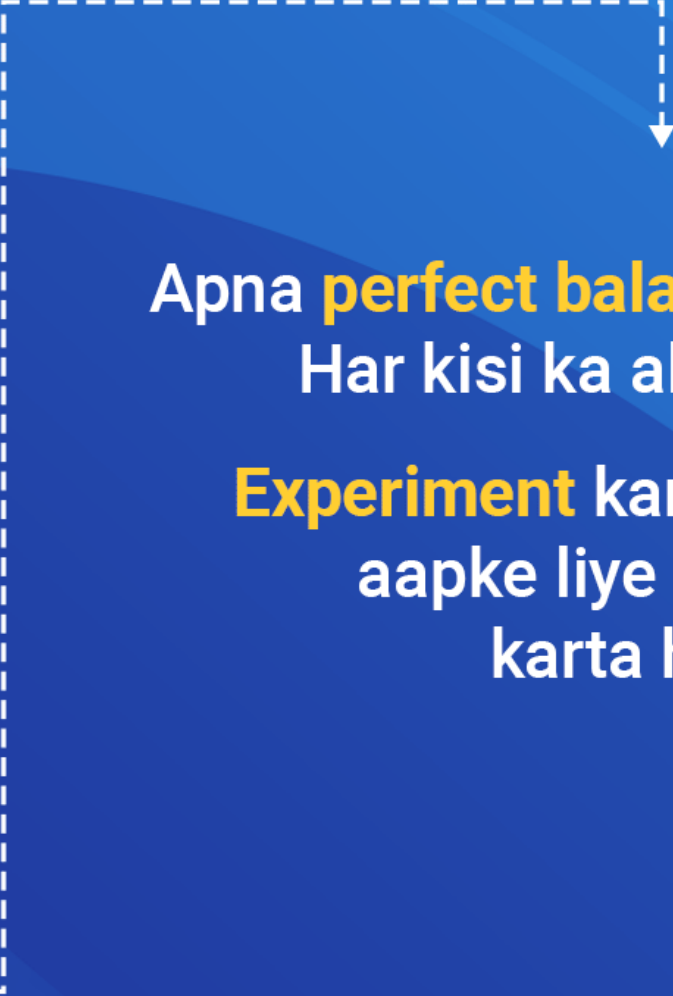
PRODUCTIVITY TOOLS USE KAREIN

Task management apps ya time
trackers se efficiency badhayen.
Smart work, not just hard work!



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Apna **perfect balance dhoondhein.**
Har kisi ka alag hota hai.

Experiment karke dekho, kya
aapke liye **best work**
karta hai! ✨